BOARD OF TRUSTEES
UNIVERSITY AFFAIRS COMMITTEE
Anita A. Hackstedde, Chair
Charles T. George, Vice Chair
All Trustees are Members

BACKGROUND MATERIALS
Wednesday, June 21, 2023

1. Human Resources Update Tab 1
   This report will provide an update on current accomplishments and priorities for moving forward with Human Resources Department operations; and provide the status of all Unfair Labor Practices, Grievances and Arbitrations.

2. Human Resources Update on Position Searches Tab 2
   This report will provide a list of all searches in progress.

3. Classified Civil Service Personnel Actions Tab 3
   This is a summary of all personnel actions approved by the Chief Human Resources Officer serving as the appointing authority for classified staff.

4. Report on Search Waivers Tab 4

5. Report on Staff Development Leave Tab 5
   This report will provide a list of employees who were granted Staff Development Leave for academic year 2023-2024.

6. Service Awards Tab 6
   This list recognizes awards given during FY23 for Staff distinguished service.
Benefits, Wellness, Training and Development

Benefits
The annual medical claim and prescription analysis, based on the previous 24 month of claims, has resulted in a premium increase of 8.52%.

The Stop-Loss Insurance Policy trigger has been increased from $225,000 to $250,00. The “trigger” is the amount at which the healthcare plan ceases to cover costs and the costs are covered entirely by the Stop-Loss Insurance provider.

Wellness
There are 223 benefit eligible employees currently participating in the annual walking challenge that takes place from May 1 – July 10, 2023.

Due to sunsetting of the current wellness platform, an RFP was conducted to contract a new hosted wellness portal. After much thoughtful review and vendor presentations, the RFP Committee selected MediKeeper as the new wellness platform. The current platform agreement with Cerner/Oracle will end on December 31, 2023 and the new platform agreement with MediKeeper will begin on January 1, 2024.

Training and Development
The following trainings and development opportunities are being offered to employees:

• Search Committee Training on the use of the new NEOED employment system (ongoing)
• Hiring Manager training on the use of the new NEOED employment system (ongoing)
• Performance Evaluation training on the use of the new NEOED employment system (ongoing)
• Title IX training (ongoing)
• Discrimination and Harassment training (ongoing)
• Monthly Events:
  • May - Get Moving! • Women’s Health • The Importance of Good Sleep • Building Resilience
  • June - Prioritizing Your Mental Health • Protect Your Muscle and Joint Health at Work • Be Heart Healthy
  • July - Workstation Ergonomics and Daily Stretches • Mindfulness 101
  • August - Create a Balanced Fitness Program • Flexible Thinking • The Importance of Good Sleep • Building Resilience
  • September - Nutrition and Exercise: What’s the Plan? • Be Heart Healthy • Prioritizing Your Mental Health
  • October - How to Build Lasting Habits • Eat Healthy on a Budget • Mindfulness 101 • Strategies for Diabetes Prevention and Management
- November - Cultivating Gratitude • The Importance of Good Sleep • Protect Your Muscle and Joint Health at Work
- December - Cultivating Gratitude • The Importance of Good Sleep • Protect Your Muscle and Joint Health at Work

Labor and Employee Relations
- ACE:
  - #769 and #770 Reclassification of IT staff. Replicas of Grievances #759 and #760 which were withdrawn by ACE. Arbitrator issued decision in favor of YSU. Grievances dismissed.
  - #771 Classification Plan. Replica of #754 which was denied by YSU on April 1, 2023, amended and refiled at Step 4/Arbitration by ACE on April 13, 2023.
  - First ACE Negotiation Session held on May 1, 2023. Next session scheduled for June 6, 2023.

- APAS:
  - No activity.

- FOP:
  - #75 Disciplinary suspension. Arbitration held 12/19/2022. Arbitrator issued decision in favor of YSU.
  - #78 Post-accident drug testing process. Step 2 hearing held in abeyance while policy and procedure reviewed. Policy and procedure developed. Grievance settled.
  - #79 Compensatory time carry-over and payout. Settlement discussions ongoing.

- OEA:
  - #394 Workload and overload pay calculation. Grievance hearing to be scheduled.

EEO/Title IX
- The Affirmative Action and Recruitment Report was provided at the March 2023 University Affairs meeting.
- The Title IX Report will be provided this quarter during the June 2023 University Affairs Committee meeting.
- The release of the new Title IX regulations is currently scheduled for May 2023. The proposed regulations were released in June of 2022 for public comment. The Title IX regulations were last rewritten and release in May of 2020 for August 2020 implementation.

June 2023
<table>
<thead>
<tr>
<th>EMPLOYMENT INTO CATEGORY</th>
<th>AAP EMPLOYMENT CATEGORIES</th>
<th>SEPARATIONS FROM CATEGORY</th>
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<td>Employment into: 6</td>
<td>Category 1: Executive, Administrative, Managerial</td>
<td>Separations from: 2</td>
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<tr>
<td></td>
<td>Total Group: 181</td>
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<tr>
<td></td>
<td>5.5% Minority</td>
<td>0% Female</td>
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<tr>
<td></td>
<td>49.7% Female</td>
<td>0% Female</td>
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<td>Employment into: 5</td>
<td>Category 2: Faculty</td>
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<td></td>
<td>Total Group: 959</td>
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<td></td>
<td>14.8% Minority</td>
<td>33.3% Female</td>
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<tr>
<td></td>
<td>52.8% Female</td>
<td>33.3% Female</td>
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<td>Employment into: 23</td>
<td>Category 3: Professional /Non Faculty</td>
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<td></td>
<td>Total Group: 367</td>
<td>27.2% Minority</td>
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<td>15.5% Minority</td>
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<td>50.1% Female</td>
<td>63.6% Female</td>
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<td>Employment into: 6</td>
<td>Category 4: Clerical/Secretary</td>
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<td></td>
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<td>12.4% Minority</td>
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<td>89.1% Female</td>
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### Category 5: Technical/Paraprofessional
- Employment into: 3
- Total Group: 45
- Separations from: 1
- 0% Minority
- 17.7% Minority
- 26.6% Female

### Category 6: Skilled Craft
- Employment into: 0
- Total Group: 7
- Separations from: 0
- 0% Minority
- 14.2% Female

### Category 7: Service/Maintenance
- Employment into: 3
- Total Group: 168
- Separations from: 1
- 33.3% Minority
- 17.8% Minority
- 22.6% Female
Full and Part-time Faculty Positions

Beeghly College of Liberal Arts, Social Sciences & Education

- Continuing Education Instructor, English ESOL
- Assistant Professor, Primary Education /Primary Intervention Specialist (Tenure-Track)
- Part-time Faculty, Art History
- Part-time Faculty, Visual Arts Foundations
- Part-time Faculty, Visual Arts
- Part-time Faculty, Graphic Design
- Part-time Instructor, Early Childhood Education/Early Childhood Intervention Specialist
- Part-time Faculty, Religious Studies
- Part-time Faculty, Philosophy
- Part-time Faculty, English
- Part-time Faculty, Humanities and Social Sciences, Political Science
- Part-time Faculty, Psychology
- Part-time Faculty, Counseling and School Psychology
- Part-time Faculty, Politics and International Relations
- Part-time Faculty, Special Education
- Part-time Faculty, Middle Childhood Education
- Part-time Faculty, History
- Part-time Faculty, Adolescent/Young Adult Education
- Part-time Faculty, Literacy Education
- Part-time Faculty, Teacher Education (Graduate Courses)
- Part-time Faculty, Photography
- Part-time Faculty, World Languages
- Part-time Faculty, Humanities and Social Sciences – Anthropology
- Part-time Faculty, Teacher Education (Undergraduate Courses)
- Part-time Faculty, Reading & Study Skills
Bitonte College of Health and Human Services

- Lecturer, Centofanti School of Nursing (Term)
- Assistant Professor, Exercise Science – Kinesiology and Sport Science (Tenure-Track)
- Assistant Professor, Physical Therapy – Graduate Studies in Health & Rehabilitation Sciences (Tenure)
- Part-time Faculty, Criminal Justice
- Part-time Faculty, Merchandising-Fashion & Interiors
- Part-time Faculty, Social Work
- Part-time Faculty, Social Work Lakeland & Lorain CC Campuses
- Part-time Faculty, Hospitality Management
- Part-time Faculty, Forensic Sciences
- Part-time Faculty, Respiratory Care
- Part-time Faculty, Mathematics and Statistics
- Part-time Faculty, Nursing – Graduate
- Part-time Faculty, Nurse Practitioner (Online)
- Part-time Faculty, Health Professions – Dental Hygiene
- Part-time Faculty, Medical Laboratory Programs
- Part-time Faculty, Public Health
- Part-time Faculty, Dietetics Program (Undergraduate)
- Part-time Faculty, Nursing Clinical
- Part-time Faculty, Health Professions – Kinesiology and Sport Science
- Part-time Faculty, Pharmacology for Nurse Anesthetist Students
- Part-time Faculty, Physical Therapy
- Part-time Faculty, Physical Therapy – Pediatrics

Cliffe College of Creative Arts & Communication

- Lecturer, Dana School of Music, Music Industry, Recording Arts (Term)
- Part-time Faculty, Communication Studies, Journalism and Telecommunication Studies
- Part-time Faculty, Theatre & Dance Performance
- Part-time Faculty, Director of Dana Gospel Choir
- Part-time Faculty, Dana School of Music
College of Science, Technology, Engineering & Mathematics

- Part-time Faculty, Anatomy & Physiology
- Part-time Faculty, Plant Biology
- Part-time Faculty, Chemistry
- Part-time Faculty, Civil, Environmental and Chemical Engineering
- Part-time Faculty, Computer Science and Information Systems
- Part-time Faculty, Industrial Engineering
- Part-time Faculty, Mechanical Engineering
- Part-time Faculty, Chemistry Lab
- Part-time Faculty, Electrical and Computer Engineering
- Part-time Faculty, Chemical Engineering
- Part-time Faculty, Mathematics
- Part-time Faculty, Geography
- Part-time Faculty, Electrical Engineering Technology
- Part-time Faculty, Civil and Construction Engineering Technology
- Part-time Faculty, Mechanical Engineering Technology
- Part-time Faculty, Environmental Science
- Part-time Faculty, PAGES - Geology
- Part-time Faculty, Physics
- Lecturer, Computer Engineering – Computer Science and Information Systems (Term)
- Lecturer, Computer Science and Information Systems (Term)
- Lecturer, Electrical Engineering (Term)
- Lecturer, Industrial and System Engineering (Term)
- Lecturer, Mathematics and Statistics (Term)
- Lecturer, Geology and Environmental Science (Term)

Sokolov Honors College

- Part-time Faculty, Honors
- Part-time Faculty, Medical Practices

Student Success

- Part-time Faculty, First Year Student Services

Williamson College of Business

- Lecturer, Marketing (Term)
- Assistant or Associate Professor, Marketing (Tenure-Track)
**Professional Administrative Positions**

- Academic Advisor 1
- Assistant Athletics Director, Corporate Sponsorships and Athletic Marketing
- Assistant Coach, Women's Lacrosse
- Assistant Director, Honors College
- Associate Athletics Director, Corporate Sponsorships & Athletic Marketing
- Associate Director, Equal Opportunity and Title IX Coordinator
- Associate Director, First Year Student Services
- Associate Director, Marketing and Communications
- Coordinator, Community Engagement and Event Operations
- Coordinator, Competitive Sports, and Summer Camps
- Coordinator, Membership and Marketing
- Coordinator, Regional Admissions (10 month)
- Coordinator, Small Business Development Center (.60 FTE)
- Coordinator, Social Media and Communications
- Counselor, Penguin Service Center
- Director, Corporate Sponsorships and Athletic Marketing
- Director, Undergraduate Advising
- Head Coach, Women's Lacrosse
- Manager, Campus Technology Support (CTS)
- Manager, Corporate Hospitality and Group Sales
- Manager, Customer Service and Special Programs
- Program Coordinator, Admissions and Recruitment
- Program Manager, Networking and Telecommunications
- Program Manager, Workforce Education – Information Technology
- School Nurse
- Senior Academic Advisor 1
- Senior Research Scientist, Advanced Manufacturing
- Special Assistant to the Executive Director of Athletics
- Technology Trainer
- University Architect
- Instruction Specialist
- Instructor, Networking and Telecommunication
**Classified Positions**

- Human Resources Generalist
- Print Specialist
- Academic Operations Specialist 1, Military Sciences
- Academic Operations Specialist 2
- Academic Operations Specialist 2,
- Academic Operations Specialist 2, Dept. of Art
- Accountant/Examiner 3
- Activity Leader - Multiple Locations
- Boiler Technician
- Building Maintenance Supervisor, Courtyard Apartments
- Business Operations Specialist 2
- Custodial Technician 2
- Maintenance Repair Worker 2, Courtyard Apartments
- Police Officer 1
- Residence Hall Monitor
- Technology Support Technician 1
- Software Integration Analyst 1
- Software Integration Analyst 2
SUMMARY OF PERSONNEL ACTIONS
Classified Employees
1/16/2023 through 4/15/2023

Separations – 6
  • Classified Civil Service – 4
  • Classified Excluded – 1
  • FOP – 1

Appointments – 9
  New Positions – 1 (Notated with an asterisk *)
    • Externally Funded – 1

Replacement Positions – 8
  • Classified Civil Service – 7
  • Classified Excluded – 1

Reclassifications/Position Adjustments – 2
  • Classified Civil Service – 2

Promotions – 1
  • Classified Excluded – 1

Salary Adjustments – 16
  • Classified Civil Service – 13
  • FOP – 3
### SEPARATIONS

<table>
<thead>
<tr>
<th>EMPLOYEE NAME</th>
<th>EMPLOYEE TYPE</th>
<th>POSITION TITLE</th>
<th>DEPARTMENT</th>
<th>CONTRACT / APPOINTMENT DATES</th>
<th>FTE</th>
<th>SALARY</th>
<th>SEPARATION TYPE</th>
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<tbody>
<tr>
<td>Becker, TyRee</td>
<td>ACE</td>
<td>Technology Support Tech 1</td>
<td>IT Customer Services</td>
<td>2/10/2023</td>
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<td>Military Science</td>
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<td>O'Neal, Tula</td>
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<td>Mays, William</td>
<td>FOP</td>
<td>University Police Sergeant</td>
<td>YSU Police</td>
<td>4/1/2023</td>
<td>1.00</td>
<td>$66,497.60</td>
<td>Death</td>
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## APPOINTMENTS

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<tr>
<th>EMPLOYEE NAME</th>
<th>EMPLOYEE TYPE</th>
<th>POSITION TITLE</th>
<th>DEPARTMENT</th>
<th>CONTRACT/APPOINTMENT DATES</th>
<th>FTE</th>
<th>SALARY</th>
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<tr>
<td>DeFonde, Jaclyn</td>
<td>ACE</td>
<td>Layout Design Artist</td>
<td>Marketing &amp; Communications</td>
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<td>Kominar, Jakub</td>
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<td>IT Application Services</td>
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<td>Dean - Beeghly College Liberal Arts, Social Science &amp; Education</td>
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<td>King, Jaime</td>
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<td>1/17/2023</td>
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<td>Shirilla, Erica*</td>
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<td>1/23/2023</td>
<td>1.00</td>
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*New Positions
YOUNGSTOWN STATE UNIVERSITY
CLASSIFIED EMPLOYEE
PERSONNEL ACTIONS 1/16/2023 THROUGH 4/15/2023
RECLASSIFICATIONS/POSITION ADJUSTMENTS

<table>
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<tr>
<th>EMPLOYEE NAME</th>
<th>EMPLOYEE TYPE</th>
<th>NEW POSITION TITLE/ OLD POSITION TITLE</th>
<th>NEW DEPARTMENT/ OLD DEPARTMENT</th>
<th>APPOINTMENT DATES</th>
<th>NEW FTE /OLD FTE</th>
<th>NEW SALARY</th>
<th>PREVIOUS SALARY</th>
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<tr>
<td>EMPLOYEE NAME</td>
<td>EMPLOYEE TYPE</td>
<td>NEW POSITION TITLE/OLD POSITION TITLE</td>
<td>NEW DEPARTMENT/OLD DEPARTMENT</td>
<td>APPOINTMENT DATES</td>
<td>FTE</td>
<td>NEW SALARY</td>
<td>PREVIOUS SALARY</td>
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<td>Kempers, Debra</td>
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<td>Human Resources Generalist / Academic Operations Specialist 2</td>
<td>Human Resources / Art</td>
<td>4/9/2023</td>
<td>1.00</td>
<td>$39,478.40</td>
<td>$32,572.80</td>
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### YOUNGSTOWN STATE UNIVERSITY
### CLASSIFIED EMPLOYEE
### PERSONNEL ACTIONS 1/16/2023 THROUGH 4/15/2023
### SALARY ADJUSTMENTS

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<th>EMPLOYEE TYPE</th>
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<th>NEW SALARY</th>
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<td>Fellows, Rendin</td>
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<td>Police Officer 2</td>
<td>YSU Police</td>
<td>3/12/2023</td>
<td>1.00</td>
<td>$52,540.80</td>
<td>1.00</td>
<td>$50,814.40</td>
</tr>
<tr>
<td>Gonzalez, Miriam</td>
<td>FOP</td>
<td>University Dispatcher</td>
<td>YSU Police</td>
<td>1/29/2023</td>
<td>1.00</td>
<td>$48,900.80</td>
<td>1.00</td>
<td>$47,403.20</td>
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<td>Satterthwaite, Travis</td>
<td>FOP</td>
<td>Police Officer 2</td>
<td>YSU Police</td>
<td>1/29/2023</td>
<td>1.00</td>
<td>$50,814.40</td>
<td>1.00</td>
<td>$49,233.60</td>
</tr>
</tbody>
</table>
TO:        Board of Trustees, Youngstown State University
          Dr. Sergül A. Erzurum
          Mr. Richard C. Fryda
          Mr. Charles T. George
          Dr. Anita A. Hackstedde
          Mr. Joseph J. Kerola
          Mrs. Laura A. Lyden
          Mr. Michael A. Peterson
          Mr. Allen L. Ryan, Esq.
          Mrs. Molly S. Seals
          Mr. Eric A. Spiegel
          Ms. Julie L. Centofanti, Student Trustee

FROM:       Dana Lantz, Director Equal Opportunity, Policy Development & Title IX

RE:        3356-2-04 Search waivers for hiring of faculty and professional/administrative staff report pursuant to (F)(6) for the June 2023 Board of Trustees Meeting

Below please find the report information as required by 3356-2-04 Search waivers for hiring of faculty and professional/administrative staff pursuant to section (F)(6). The information contained herein consists of search waivers approved during the time period beginning January 16, 2023, through and including April 15, 2023.

Date approved: January 24, 2023
Requestor: Steve Pinciaro / Ronald Strollo
Department: Intercollegiate Athletics / Football
Position: Assistant Football Coach
Candidate: Jelani Berassa
Start date: February 1, 2023
Race/Gender: Black / Male
Rationale: “With the departure of one assistant coach it is crucial to hire Jelani as soon as possible with workouts and, spring recruiting and spring football beginning withing the next couple of months. This role as an assistant coach directly correlates to student success and retention. By quickly filling this position, Jelani will be in a position to begin building relationships with students and supporting their academic pursuits. With Jelani’s experience as a former student athlete, we are confident in his ability to not only complete the job duties to the highest standard but also his ability to build relationships with students.”
EMPLOYEES GRANTED
STAFF DEVELOPMENT LEAVE
ACADEMIC YEAR 2023-2024

<table>
<thead>
<tr>
<th>NAME</th>
<th>DEPARTMENT</th>
</tr>
</thead>
</table>

Association of Professional/Administrative Staff: None.

Human Resources 03.02.2023 ldm
DISTINGUISHED SERVICE AWARD RECIPIENTS
~ 2023 ~

**Classified Service Awards**
(Full-time: $1400)
- **Linda Adovasio** ~ Rayen School of Engineering
- **Robert Allshouse** ~ IT Customer Services
- **Jennifer Cambouris** ~ College of Graduate Studies
- **Maureen Drabison** ~ IT Application Services
- **Darla Ferradino** ~ Registrar's Office
- **Lora Graneto** ~ Student Activities
- **Kevin Hood** ~ Motor Pool
- **Rachell Joy-Tupaj** ~ Marketing & Communications
- **Shari McKinney** ~ Social Work
- **Shannon Pope** ~ Academic Success Center
- **Curtis Spivey** ~ Physics, Astronomy, Geology, & Environmental Sciences

**Professional/Administrative Service Awards**
(Full-time: $1000 stipend + $1000 added to base pay)
- **Kathy Cody** ~ College of Graduate Studies
- **Carly Devenburgh** ~ International Programs Office
- **Sarah Eisnagle** ~ College Access & Transition
- **Shannon Holdridge** ~ Dean's Office - CCA
- **Alison Kaufman** ~ Institute for Teaching & Learning
- **Carla Mattiussi** ~ Career Exploration & Development
- **Kelly Newman** ~ Nursing
- **Michele Schaper** ~ Registrar's Office
- **Kimberly Thompson** ~ Financial Aid & Scholarships
- **Quan Tran** ~ Dean's Office - STEM
- **Nicole Wells** ~ Dean's Office - BCLASSE

**Classified Exempt Service Award**
None awarded.

**Professional/Administrative Exempt Service Awards**
(Full-time: $1000 stipend + $1000 added to base pay)
- **Jennifer Drennen** ~ Human Resources
- **Michael Greco** ~ Academic Success Center
- **Lexi Rager** ~ Sokolov Honors College
- **Sharyn Zembower** ~ IT Customer Services